

**SCOTTSDALE PUBLIC LIBRARY ADVISORY BOARD**  
**MEETING MINUTES**  
**Civic Center Library Board Room**  
**November 16, 2005**

**Members Present:** David Berry, Chair  
Denise Dowers  
Judith Lewis  
Karen Quinn  
Camille Schmidt

**Members Absent:** Linda Tardie, Vice Chair  
Nancy Walker, Secretary

**Others Present:** Rita Hamilton, Library Director  
Mary Johnson, Library Operations Manager  
Kathy Coster, Manager for Innovation  
Sharyn Pennington, Library Operations Coordinator  
Mary Warner, Administrative Secretary (Minutes)

**CALL TO ORDER**

Mr. Berry called the meeting to order at 3:30 p.m.

**APPROVAL OF MINUTES**

Mr. Berry asked for a motion to approve the minutes of the October 19, 2005 meeting. Ms. Schmidt so moved; Mrs. Lewis seconded, and the motion passed 5-0.

**LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))**

*Statistical Report – Rita Hamilton*

**Monthly Statistical Review**

	<u>October 2004</u>	<u>October 2005</u>	<u>% Change</u>
Items Circulated	179,528	180,964	+0.8 %
YTD Circulation	720,601	734,072	+2.0 %
Attendance	123,657	115,440	- 6.6%
YTD Attendance	486,606	446,235	- 8.0%

The Gift & Memorial Trust Account received \$325 for the month; expenses were \$1,403.36. In the Library Book Sale Special Revenue Account, October income from sales was \$17,249.00 and expenditures were \$5,373.49.

In October 2005, volunteers donated 2,701 hours to the Library, and 37,000 customers used the library's public computers.

***Library Director's Report – Rita Hamilton***

- The library received word from the State Library Association that we will be receiving \$25,000 from State Grants in Aid for construction for the Teen Learning Center.
- The library's budget requests for next year include a 10% operating budget increase and a 17% book budget increase, which is \$68,000 more than last year. The higher-than-inflation increase request is due to the rising cost of books.
- The library's new copier/printer contract recently approved by City Council increases the cost for providing copiers and printers to \$189,000 per year. The new machines will be combination printer/copiers, decreasing the amount of equipment in each library.
- The library is also budgeting for ongoing 'feature rich' upgrades of their new computer system, which increases the budgeted allowance 45% over last year.
- The library has requested five new positions, including an Early Childhood Librarian who would coordinate that program throughout the library system.
- The City will hold public budget hearings next May and June prior to approval by City Council.
- Mustang Library is cooperating with the Scottsdale Police Department to solve their parking issue by enforcing the City code for early morning users in the Mustang parking lot. Police have already written a number of citations. The library has postponed installing a fence to see if the enforcement is working.
- Maricopa County Library District has agreed to change the reciprocal borrowing formula and other uses of library district tax money. They will increase the reciprocal borrowing rate among libraries to \$29 per card per year, up from \$20 per card where it had been for the last 17 years. This will be an incremental increase over two years and will require the library's Intergovernmental Agreements to be amended and approved by City Council. The county library district also agreed to look at ways to build in continuing incremental (inflationary) increases. They also looked for additional ways to equitably distribute the funds throughout the Valley and elected to purchase a core set of subscription databases that library directors county-wide want to provide for their customers. This will have a positive impact on the Scottsdale Public Library System since the county will be paying the cost for databases we already offer customers. Valley library directors continue to look for additional ways the Maricopa County Library District can benefit all residents.
- Scottsdale Public Libraries recently celebrated Veterans Day by partnering with Cactus Shadows High School students who participated in an Arizona Heritage Project celebrating the service of veterans in the community. Students interviewed veterans and published the results in a book titled *Since You Asked: Arizona Veterans Share Their Memories*. They also constructed an impressive

exhibit of war narratives, photos and memorabilia. The veterans were invited to share their war stories with the public at Civic Center and Mustang libraries during the week, and the libraries sold the teens' book at their Book Corrals. Veterans and the public were invited to a Veterans Day Reception & Book Signing at Civic Center Library, and over 100 attended.

***How'd We Do? Report – Rita Hamilton***

Board members discussed the loud talking and cell phone use comments in the report. They reviewed customer comments regarding the 15 DVD limit and how that depletes the selection. Ms. Hamilton said the library would study this recurring concern since their goal is to make access equitable for everyone.

***Library Service Highlight – Early Literacy Services at Libraries – Marsha Greene***

Ms. Greene explained that the experiences children have in their first year of life are critical to their early brain development. Small children become familiar with word patterns and voice development when parents read to them. The library's Bookbites program encourages parents to read to very young children. Scottsdale Public Libraries have 'ready to learn' spaces - friendly areas where parents can sit with their children, and 'ready to learn' storytimes geared to the very young. They also provide the parenting workshops: Every Child Ready to Read, and Motherread AZ.

**ITEMS REQUIRING BOARD ACTION**

***Expenditures***

**November 2005**

Teen Advisory Board/Book Discussion Group—annual	\$	1,200
Motherread AZ	\$	1,500
OneBookAZ	\$	<u>1,000</u>
Total	\$	3,700

After Ms. Hamilton explained the expense requests and Board members discussed, Mr. Berry asked for a motion to approve the November 2005 proposed expenditures. Ms. Schmidt so moved; Mrs. Lewis seconded, and the motion passed 5-0.

**October 2005**

Teen Volunteer Program – annual	\$	1,800
User testing/training incentives	\$	1,000
Readers' Advisory Staff Trainer incentives	\$	125

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Books for Adopt-a-Family Program	\$	1,000
Mustang – Backstops	\$	1,200
Mustang – Sound system for Storytime Room	\$	<u>3,000</u>
Total	\$	8,125

Mr. Berry explained that although the October expenditures were discussed at the October meeting and a motion was made and seconded to approve them, no actual vote was taken, so the expenditures must be voted on at the November meeting. After Ms. Hamilton reviewed the expenditures, Mr. Berry asked for a motion to approve the October 2005 proposed expenditures. Mrs. Lewis so moved; Mrs. Dowers seconded, and the motion passed 5-0.

***Fines & Fees Policy***

Mr. Berry explained that although the Fines & Fees Policy revisions were discussed at the October meeting and a motion was made and seconded to approve them, no actual vote was taken, so the policy must be voted on at the November meeting. After Ms. Hamilton reviewed the revisions to the policy, Mr. Berry asked for a motion to approve the Fines & Fees Policy, as revised. Mrs. Dowers so moved; Ms. Schmidt seconded, and the motion passed 5-0.

***Nominating Committee***

Mr. Berry asked for volunteers for the Nominating Committee to bring forth a slate of officers (Chairman, Vice Chairman and Secretary) at the December meeting, to be voted on at the January 2006 meeting. Mr. Berry volunteered to be on the 2005 Nominating Committee. As there were no other volunteers from the members present, Mr. Berry appointed Linda Tardie to the committee.

**ADJOURNMENT**

There being no further business, Mr. Berry called for a motion to adjourn. Ms. Schmidt so moved; Mrs. Lewis seconded and the November 2005 Library Advisory Board meeting was adjourned at 4:41 p.m.